

THE WHITE HOUSE

WASHINGTON

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April 16, 1963

NATIONAL SECURITY COUNCIL STANDING GROUP

RECORD OF ACTIONS

Meeting No. 1/63, April 16, 1963 -- 10:30 AM

1. Meetings

Agreed, pending further notice, that the Standing Group will meet weekly in the White House International Situation Room, beginning at 10:30 AM Tuesday and ending no later than noon. (Because of special circumstances, next week's meeting will be at 5:00 PM, Tuesday, April 23.)

2. Membership

a. Agreed that the revised membership of the Standing Group will be:

The Under Secretary of State for Political Affairs, representing State

The Deputy Secretary of Defense, representing Defense

The Director of Central Intelligence, representing CIA

The Chairman of the Joint Chiefs of Staff

The Attorney General

The Under Secretary of the Treasury

The Director of USIA

The Administrator of AID

The Special Counsel to the President

The Special Assistant for National Security Affairs who will serve as Chairman

b. Agreed on limiting the meeting to members only. A maximum of one or two experts may be invited to attend during discussions involving their expertise.

c. Agreed that alternates for representatives of the Departments of State and Defense, JCS and CIA may attend meetings when the

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Points to be raised

1. Area of work

- a. Planning problems -- mid-term and longer range
- b. Review of interdepartmental on-going programs such as overseas base planning and information policy.

2. Meeting time

Weekly at \_\_\_\_\_, in International Situation Room.

3. Membership

- a. Attendance as individuals not as representatives of agencies -- except for State, Defense and CIA.

*Excluded*  
A representative of an agency not on the Committee can be invited if subject for discussion is of primary interest to that agency, such as AEC or ACDA.

4. Staffing -- To be minimum.

Records of action to be prepared here.

5. Agenda -- Suggestions of members welcomed.

principal is unable to do so but that other members need not be represented if they are unable to attend.

4. Staffing

Agreed that staffing will be kept to a minimum, but that members, if they wished, could each designate an individual as a point of contact.

5. Agenda

a. Agreed that the agenda for meetings will be kept informal. Each member will send to the Chairman by this week-end a list of suggested topics for future consideration.

b. Agreed to discuss Cuban policy at the next meeting. A paper will be circulated by the Chairman before the week-end.

c. Agreed that documents to be considered at Tuesday meetings will be circulated, as a general rule, by the week-end prior to the meeting.

Present:

The Attorney General

The Under Secretary of State for Political Affairs

The Under Secretary of the Treasury

The Deputy Secretary of Defense

The Director of USIA

The Administrator of AID

The Special Counsel to the President

The Special Assistant for National Security Affairs

The Executive Secretary of the National Security Council